

King, Valerie A.

From: Stowell, Caron S.
Sent: Monday, August 19, 2002 2:52 PM
To: Zimmermann, Mike; Delaney, Scott C.; Cook, Deborah O.; Moore, Jean; Gregory, Carla L.; Helm, Anthony S.; Yang, Szu-Sung; Carchman, Loreen; Phillips, Robin; King, Valerie A.
Cc: Walk, Roger A.; Kobal, Gerd; Podraza, Ken F.; Roethig, Hans
Subject: FW: 2003 Operating Strategic Budget







The ACCESS Budget System is now open for input. The ACCESS Budget System has been converted to SAP R3 codes for Cost Center, Expense Element, and Internal Order number. Instructions and SAP R3 conversions are attached below. Please keep in mind that it will close on September 9th and that all supporting documentation will also be due to me on that date. We will then prepare your budgets for review with your VP's on September 16th and 17th.

You will need to communicate all your Client IT expenditures to Scott Delaney.

Please use the QA cost centers (240 and 095) to input budgets associated with any QA personnel reporting through your management (currently Kathy Fox, Debra Chadick, Becky Tobey, and Charles Wood).

Do not hesitate to call me with any questions or concerns.

Thank you for your assistance,
Caron Stowell (4-2731)

					
2003 Strategic Budget Schedule...	BASE COST VS PROJECT COST - AT...	EXP ELEMENT COMPARISON.xls	INTERNAL ORDER NUMBERS.xls	COST CENTER COMPARISON.xls	2003 Operating Budget Memo2.d...

Attached is the memo and the five attachments that should be forwarded to your respective support organizations concerning the 2003 OB. The originals are in Rich-Cost/R&D/2003 OB/Instructions & Reference. The five attachments are as follows:

- (A) 2003 Budget Schedule
- (B) Instructions (Base vs Project Cost)
- (C) Cost Center/GL Conversion Table
- (D) Expense Code Conversion Table
- (E) Project Code Conversion to Internal Order Numbers.